

DIVISION:	Road Services
SECTION:	Engineering Services
DISCIPLINE/TITLE:	Construction Pavement Management/ Engineer I
POS DESCRIPTION #:	EI-2014-003

SUMMARY: The Engineer I position is part of a team that supports the King County Pavement Management and Countywide Overlay Programs. Specific duties include, but are not limited to:

DUTIES:

1. Use AutoCAD software to produce detailed drawings for use in design and contract documents in compliance with King County and WSDOT design standards for the Countywide ADA Compliance and annual Countywide Overlay Programs.
2. Prepare drawing sets and incorporate markups under the direction of Project Managers (PM) and design engineers.
3. Use AutoCAD, Microsoft Access and GIS software to compile and manage candidates/data for the multi-year planning documents and annual overlay candidate map set.
4. Perform engineering fieldwork and inspections that may include but are not limited to: collecting field measurements, checking plans against actual field conditions, map checking, traffic counts and other field work as required.
5. Perform non-CAD tasks in support of design including performing or checking quantity or other mathematical calculation utilizing spreadsheet and database software.
6. Assist the county road rating process by recording pavement distress features in the field.
7. Assist Countywide Overlay construction PM during construction phase. Assist project team members during all phases from project concept to project closeout. Duties may include, but are not limited to:
 - Assemble to-date and projected cost/expenditure information and prepare report for transmittal to PM and project team.
 - Assist PM in developing program administration and project alternatives resulting from changing field, budget and other unforeseen conditions.
 - Provide CAD support of design changes during construction phase and preparation of drawings of record including overlay.
 - Other duties and responsibilities in support of construction phase and project teams.
 - Research, collect, and assemble data as required.

QUALIFICATIONS:

- Associate's degree in engineering or closely related field and two years (2) of experience or the equivalent combination of education and experience that demonstrates one's knowledge of engineering principles equivalent in the design and/or construction of infrastructure projects.
- Knowledge of design techniques and principles.
- Demonstrated skill in the use of Microsoft Excel, Word, Access and Project Enterprise.
- Knowledge of mapping and drafting techniques using Computer Aided Design (CAD) systems and Geographical Information Systems (GIS).
- Demonstrated skill in reading and interpreting plans, specifications, technical maps and other

engineering documents.

- Math skills.
- Oral and written communication skills.
- Problem solving and conflict resolution skills.
- Ability to work under tight deadlines.
- Ability to work independently under general direction and guidance.
- Ability to effectively work in a team environment.
- Ability to have predictable and reliable attendance.

Necessary Requirements: Valid Washington State Driver's License

WORKING CONDITIONS (if applicable):

- Must be able to perform work in the field at numerous construction sites under a variety of weather conditions.
- Must be able to work flexible hours including attending evening meetings and working nights and/or weekends when required.
- Must be able to work effectively with a diverse team of technical, professional, and administrative staff.